



**STATE OF DELAWARE  
Architectural Accessibility Board  
540 S. DuPont Highway, Suite 1  
Dover, Delaware 19901**

**MINUTES**

**I. CALL TO ORDER**

The June 8, 2017, meeting of the State of Delaware's Architectural Accessibility Board was called to order by the chairman, Chad Toms. In addition to Mr. Toms, the following board members participated in the meeting, either by email (E) or their actual presence (P): Martin Markiewitz (P), Scott Ward (P), Jennifer Ridgely (P), Neil Himelein (P) and Steve Tull (P).

Also participating: Jennifer Lieber, Chief Administrator

**II. APPROVAL OF PREVIOUS MINUTES**

The vote was to approve the minutes of the Board's previous meeting, held on May 11, 2017 and the minutes were recorded.

**III. DISCUSSION OF AGENDA**

None

**IV. CHIEF ADMINISTRATOR'S UPDATE**

The following projects (all having no accessibility issues and/or impact) were approved by the Administrator, and were presented to the Board for their endorsement/acceptance of the approval:

1. Christiana School District – District Wide Paving
2. Stockley Campus Building Demolition
3. GBHC – Tilton Building – Fan Coil Unit Replacement
4. Thomas Collins Building – BAS and Cooling Tower Replacement
5. Amoco Building – Baseboard Heat Upgrade
6. DSCYF – Ferris Campus Admin. Building – Sprinkler/Ceiling Replacement
7. DHSS Springer Building – Boiler and Pump replacement
8. DEDOC – Morris/Kent CCC – Boiler Replacement and Boiler Room Modifications
9. The Academy Building – Roof Restoration
10. Sussex Correctional Inst. – Maintenance Building Roof Replacement

**V. SUBMISSIONS REVIEW COMMITTEE REPORT**

The Submissions Review Committee of the Architectural Accessibility Board met on Thursday, June 1, 2017. They reviewed four (4) cases and they were forwarded to the full Board for their review. The Board's comments and actions on these cases are attached as part of these minutes, as well as, two (2) additional cases.

**VI. OLD BUSINESS**

None

**VII. NEW BUSINESS**

None

**VIII. SCHEDULE OF NEXT MEETING**

The next meeting of the Architectural Accessibility Board was tentatively scheduled for Thursday, July 13, 2017, at 1:30 PM. The location will be the State Fire Service Center in New Castle.

**IX. ADJOURNMENT**

With nothing further to review or discuss, the meeting was adjourned.

Respectfully submitted,

Jennifer Lieber, Chief Administrator, AAB

JLL

**SUBMISSION NUMBER** 17071

**OWNER** DHSS – Hudson State Service Center Renovations

**PROJECT** Hudson State Service Center Renovations  
Newark

**DESIGNED BY** Buck Simperts Architect + Associates, Inc.

**CONTACT PERSON** Maureen Rozanski

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovations to the waiting areas and service stations at the Hudson State Service Center. The project is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17072

**OWNER** DSHA

**PROJECT** Village of St. John  
Wilmington

**DESIGNED BY** Architectural Alliance

**CONTACT PERSON** Christopher Moseder

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovations to the existing St. John's Cathedral and the Dean's house. There will also be an addition attached to the Cathedral. The facility is being converted to senior housing. Both the Dean's house and the Cathedral are registered as historical buildings. The project is not compliant for the following reasons:

1. There is no designation for "Van Accessible" signage.
2. There are currently 11 accessible units and only 10 accessible parking spaces. There needs to be at least one additional one for the units and one additional for the Community space.
3. There are a total of 53 units, 49 one bedroom and 4 two bedroom. None of the two bedroom units are accessible. At least one unit needs to be accessible.

**RECOMMENDATION** Disapproved

**SUBMISSION NUMBER** 17080

**OWNER** OMB

**PROJECT** GBHC – Tilton Building - New Nurses Station  
Delaware City

**DESIGNED BY** Studio JAED

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation of an existing space into a Nurses Station. It will have storage areas and workstations. The design is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17081

**OWNER** DSU

**PROJECT** Cottage 504 Entrance and Toilet Rooms  
Dover

**DESIGNED BY** Fearn Clendaniel Architects

**CONTACT PERSON** Natalie Glasko

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation of the entrance area to the existing Cottage and the existing restrooms in the cottage. It includes a new pre-manufactured aluminum ramp system. The slopes and clearances are compliant. The existing on-compliant restrooms are being renovated to include an accessible stall. The project is compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17064 - R

**OWNER** DE State Police

**PROJECT** DE State Police Troop 7  
Lewes

**DESIGNED BY** Becker Morgan

**CONTACT PERSON** Brenden Frederick

**PREVIOUS ACTION** Disapproved May 2017

**COMMENTS** This project is for a new 25,197 sf State Police Troop Barracks. The project was not compliant for the following reasons:

1. There is no Sheet C-903 as referenced in the set for parking and signage details.
2. There are no details for the ramp shown in the Front Desk 106 area.
3. There is no detail for the counter at the Front Desk 106 area.
4. Shower fixture locations are not shown in the shower stalls.
5. Door clearances at the entrance to the shower rooms need to be clarified.
6. There are no designated accessible lockers in the locker rooms.
7. The urinal in the Men's Toilet 162 must have a 36" wide clear space if the partition is 24" or deeper.
8. Breakroom 148 – there are no details shown for the counters/benches at the rear of the breakroom.
9. Several counter heights are missing in the elevations.

All deficiencies have been addressed. The project is now compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 17085

**OWNER** Red Clay School District

**PROJECT** Central School Renovations  
Wilmington

**DESIGNED BY** Studio Jaed

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation of two multi-user toilet rooms and the Auditorium and Kitchen areas. The project is not compliant for the following reason.

1. Sheet 3.3 – there must be 15” min. to the centerline of the sinks in the bathrooms.
2. There is currently no accessible route to the stage that is being renovated. A lift or ramp needs to be installed.

**RECOMMENDATION** Disapproved